



JERRY E. POWERS
Chief Probation Officer

COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY -- DOWNEY, CALIFORNIA 90242
(562) 940 2801



ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

December 08, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

27 February 2, 2016

Patrick Ogawa
PATRICK OGAWA
ACTING EXECUTIVE OFFICER

Dear Supervisors:

APPROVAL OF A STANDARDIZED CONTRACT WITH COMMUNITY-BASED ORGANIZATIONS TO PROVIDE SYSTEM NAVIGATION SERVICES TO ADULT PROBATIONERS AND CALIFORNIA DEPARTMENT OF JUVENILE JUSTICE WARDS UNDER THE COMMUNITY RECIDIVISM AND CRIME REDUCTION SERVICES GRANT

(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Approval of a standardized contract with Community-Based Organizations (CBOs) to provide system navigation services to adult probationers and and California Division of Juvenile Justice Wards released to the County for supervision.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Chief Probation Officer to prepare and execute contracts substantially similar to the attached standardized contract (Attachment 1), upon approval as to form by County Counsel, with twelve (12) CBOs to provide system navigation services to adult probationers and California Division of Juvenile Justice Wards released to the County for supervision in eight (8) Service Planning Areas (SPA) for a contract amount not to exceed \$95,000 each for the period commencing January 1, 2016 through December 31, 2016.
2. Delegate authority to the Chief Probation Officer to prepare and execute amendments to the contracts for any decrease or increase not to exceed one hundred eighty (180) days to the period of performance pursuant to the terms of the contract, upon approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to authorize the Chief Probation Officer, to prepare, sign, and execute twelve (12) contracts with twelve (12) CBOs. These contracts will provide system navigation services to adult probationers and California Division of Juvenile Justice Wards released to the County for supervision. System Navigation services will provide participants with additional community specific resources not readily accessible to the Probation Officer. The ability to provide these types of resources will ultimately supplement the services provided by the Probation Officer. The participants Deputy Probation Officer addresses criminogenic risk factors, enhances public safety by providing supervision in the community, enforcing court orders and reports compliance / non-compliance with conditions of supervision to the court. The System Navigator will enhance and support the work of the Probation Officer by bridging any gaps between referrals provided by the Probation Officer within the community. Additionally, System Navigation Services will be assessment driven to identify the supplementary needs related to vital resources, housing, disability benefits, providers, eligibility determination, referral, advocacy, facilitation of service coordination, and be community focused. The System Navigator will work in tandem with the Probation Officer by reporting participant's progress and through a collaborative effort the participant will receive enhanced support within the community. The recommended CBOs will provide services in all of the eight (8) SPAs within Los Angeles County as listed below:

SPA 1

Recommended CBO - Tarzana Treatment Centers

SPA2

Recommended CBO - Center for Living & Learning

SPA3

Recommended CBOs - Community Centers, Inc., Friends Outside in Los Angeles County, and People for Community Improvement

SPA4

Recommended CBO - Weingart Center Association

SPA5

Recommended CBO - Asian American Drug Abuse Program

SPA6

Recommended CBOs - Coalition for Responsible Community Development, Living Advantage, Inc., and Shields for Families

SPA7

Recommended CBO - Hub Cities Career Center Corp.

SPA8

Recommended CBO - Youth Justice Coalition

Implementation of Strategic Plan Goals

The recommended actions are consistent with the Countywide Strategic Plan Goal #3 Integrated Services Delivery.

FISCAL IMPACT/FINANCING

The cost for each of the twelve (12) contracts is for an amount no more than \$95,000. These costs are fully funded under the Community Recidivism and Crime Reduction Services Grant.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The term of each contract shall be January 1, 2016 through December 31, 2016. There is no departmental relations impact since these are not Proposition A contracts. Probation has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contracts.

The standardized contract contains the Board's required contract provisions, including those pertaining to consideration of qualified county employees targeted for layoffs, as well as qualified GAIN/GROW participants for employment openings, compliance with Jury Service Ordinance, Safely Surrendered Baby Law, and the Child Support Program.

The County will not request the contractors to perform services that exceed the Board approved contract amount, scope of work, and/or contract term.

County Counsel has reviewed and approved the standardized contract as to form.

CONTRACTING PROCESS

To solicit for these services, a competitive Request for Proposals (RFP) process was utilized and issued on May 8, 2015. Approximately 718 solicitation letters were sent to service providers through the solicitation process.

Advertisements were placed in the Los Angeles Times, Eastern Group Publications, and Lynwood Journal. The solicitation information was also made available through the Internet on the County of Los Angeles Internal Services Department and the Probation websites. As a result, twenty-five (25) contractors registered for the Mandatory Proposers' Conference and thirty-five (35) potential providers attended the Mandatory Proposers' Conference.

Twelve (12) proposals were received prior to the submittal deadline and evaluated using the initial screening "pass/fail" process which was consistent with the Selection Process and Evaluation Criteria set forth in the RFP. All twelve (12) proposals passed the initial screening process to meet the minimum Mandatory Requirements stated in the RFP.

Three (3) evaluation committees were formed to evaluate the twelve (12) proposals that passed the initial screening process. Financial subject matter experts evaluated the financial/budget portions of the proposals. Evaluation committee members objectively evaluated the proposals submitted by the following proposers:

1. Asian American Drug Abuse Program
2. Center for Living & Learning
3. Coalition for Responsible Community Development
4. Community Centers, Inc.

5. Friends Outside in Los Angeles County
6. Hub Cities Career Center Corp.
7. Living Advantage, Inc.
8. People for Community Improvement
9. Shields for Families
10. Tarzana Treatment Centers
11. Weingart Center Association
12. Youth Justice Coalition

The proposals were rated and scored by the evaluation committee using a point system that covered: 1) proposer's qualifications, 2) proposer's approach to provide required services, 3) proposer's quality control plan, and 4) cost proposal. Proposers receiving the highest overall scores are being recommended for contract award. There were no protests received as part of this solicitation.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will enable Probation to provide system navigation services to adult probationers and California Department of Juvenile Justice wards.

Respectfully submitted,



JERRY E. POWERS
Chief Probation Officer

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Enclosures

c: Executive Officer/Board of Supervisors
County Counsel
Chief Executive Office